

Policy for the Display of Artworks In the Greytown Town Centre

1. RATIONALE:

To provide guidelines for the acquisition, management, display and storage of artworks in the Greytown Town Centre

2. PURPOSE:

To ensure there is a consistent approach when displaying or affixing any form of artwork within the Greytown Town Centre to ensure all display is consistent, effective and enhances the public spaces of the building.

The focus of this policy is **only** on art works to furnish the interior of the building, including the Foyer, Forum, WBS Room, Library, stairwell and Joe Rewi meeting room.

3. GUIDELINES:

- 3.1 A sub-committee of three persons, appointed by the Greytown Community Board plus a Council Officer, at the commencement of each triennium, will be responsible for approving and determining the method of affixing and display of all artworks.
- 3.2 The sub-committee will also be responsible for the location, management and conservation of all artworks in the building.
- 3.3 The sub-committee will meet as required to determine acquisition, displays and rotation of artwork.
- 3.4 Definition of artworks includes but is not limited to plaques, photos, prints, paintings, wall hangings, sculptures, banners or needlework being displayed or affixed on any surface of the building.
- 3.5 Artworks do not include photocopies, stickers, brochures, newsletters, posters and signs - none of which should be affixed to any vertical surface of the building without approval.
- 3.6 All staff must ensure that sub-committee approval is provided prior to affixing any item to the walls or any other surface apart from the library furniture.
- 3.7 No individual has the right to affix any item to a wall or other surface without prior approval of the sub committee.
- 3.8 All displays of artwork must be affixed in a manner that will not damage any surface of the building.
- 3.9 Donations of artworks from individuals and groups in the community, including bequests, may be accepted at the discretion of the sub-committee.
- 3.10 In general, more significant works will be displayed in key public spaces. Adequate circulation of stock will be maintained, especially turnover of works in key public spaces. The focus of display will be on matching works to appropriate spaces, in terms of dimension, visibility and profile.
- 3.11 An inventory of artworks held in the collection will be maintained.
- 3.12 Artwork not currently displayed will be stored securely in the archives pod.
- 3.13 Insurance of privately owned artwork approved for display will be the responsibility of the owner.
- 3.14 Hirers of the facility wishing to display items during the period of hire, e.g. exhibitions, promotions, displays, concerts and functions which must comply with the terms and conditions of hire held at the SWDC Greytown Service Centre.
- 3.15 In case of dispute or any ambiguity, the final decision will rest with Council.